



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-7

Jeffrey B. Trammell, Treasurer  
Hill & Knowlton Incorporated Political  
Action Committee (HILLPAC) (FKA  
Gray & Co. PAC-GRAYPAC)  
901 31st Street NW  
Washington, DC 20007

FEB 28 1997

Identification Number: C00183087

Reference: Reports Not Filed From 4/01/96-12/31/96

Dear Mr. Trammell:

It has come to the attention of the Federal Election Commission ("the Commission") that your committee may be in violation of 2 U.S.C. §434(a) for failing to file the above referenced Reports of Receipts and Disbursements. You were notified previously of the due dates for these reports.

It is important that you file these reports immediately with the Federal Election Commission, 999 E Street, NW, Washington, DC 20463 (or with the Secretary of the Senate). Copies of the reports or the relevant portions should also be filed with the Secretary of State or equivalent state officer. 2 U.S.C. §439

Although the Commission may initiate an audit or legal enforcement action concerning this matter, your prompt response and a letter of explanation will be taken into consideration.

If you have any questions regarding this matter, please contact J.P. Andre on our toll-free number (800) 424-9530. Our local number is (202) 219-3580.

Sincerely,

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

